

# **GREENHOUSE GAS EMISSIONS REDUCTION FUND**

## **Quarterly Progress Report Form**

### **Retail Merchants Association of New Hampshire – Energy Efficiency Program**

The first phase of this Program will include a number of elements or “types of programs” including the following (as numbered in PUC 2604.01 (c)):

1. Energy audits; 2. Weatherization of New Hampshire commercial building; 4. Revolving loan funds for efficiency related investment; 8. Programs to improve the electric and thermal energy efficiency of existing commercial buildings; 10. Education, outreach and information programs that promote energy efficiency, conservation and demand response; 11. Demand response; 12. Other: civic leadership, creation of larger public education campaign which will target retail transactions as learning opportunities. Potential elements which may be included: 5. Energy efficiency related work force training and development; 6. Integration of passive solar heating and ventilation; 7. Programs to increase compliance with the building energy code.

### **Work completed August 1, 2009 – September 30, 2009:**

- Please refer to Exhibit A for a review of work completed by task and sub-task.
- Program activities have not had any benefit to low income residents.
- Delays in receiving information from program participants have resulted in a longer than expected delivery time for energy assessment reports. In turn, this has prevented us from moving participating members into the next phase of the program.

### **Work to be completed October 1, 2009 – January 31, 2009:**

- In the second quarter, activity continues to revolve around enrolling members in Phase 1, completing Phase 1 energy assessments, and moving enrolled members into Phase 2 of the program.
- Phase 1 assessments will be completed for all program enrollees (there are currently 16 out of 25), and reports delivered in a live presentation that will include delivery of findings, potential for energy savings, and progression to Phase 2 of the program.
- Legal and contract documents that will be necessary to enroll retailers in Phase 2, (where the retailer will be responsible for paying a component of the comprehensive audit) are being drafted and finalized.
- Program outreach efforts to fill the remaining 9 free assessments will continue through a dedicated electronic newsletter campaign, follow-up snail mail campaign and concentrated site visits to targeted communities throughout NH, including Keene, Manchester, Concord, Nashua, and the Mt. Washington Valley.
- Contact will be made with “green teams” and local government energy groups to inform the business community of the resources of the program.

- We will attend the BIA Energy Forum December 2, 2009. Jim Monahan, the Dupont Group, will speak on behalf of the RMANH Energy Efficiency Program and participate in a panel discussion.
- As we bring businesses into Phase 2, we will be actively seeking to hire a case manager responsible for financial package construction, utility rebate program coordination, and contractor scheduling.
- A case manager job description will be created and posted in December, 2009. Interviews will commence in December, with the position being filled in January, 2010.
- We will be working with Clean Air-Cool Planet to develop an “Energy Tool Kit” media packet, to leave behind at member and non-member locations. This tool kit will provide basic energy efficiency information, a short do-it-yourself energy audit, energy fast facts, and provide multiple information resources (web sites, links, contact numbers) for individuals needing more information.

**Budget vs. Actual Expenditures** – This is included with the attached invoicing documents.

**Job creation** - The Project Manager position was created as a result of this grant. In the 2<sup>nd</sup> quarter, a case manager position will be created.

**Obstacles** – Timing is a factor with the grant, as we are reaching out to retail professionals during their busiest time of the year (October, November, and December). Although we have generated interest in this business sector, many of our potential participants will not be available to discuss the program until after January, 2010. Additionally, we have seen some time delays in collecting baseline energy data from the current program participants, which has resulted in a longer than anticipated energy assessment report delivery period. We planned on a 4-6 week report turn-around, however report generation is taking approximately 8 weeks to complete.